



## **FOOD ESTABLISHMENT PLAN AND MENU REVIEW PROCESS**

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Chelan-Douglas Health District 200 Valley Mall Parkway  
East Wenatchee, WA 98802 509-886-6450

### **When Plan Review Is Required**

Section 8-201.11 of the Washington State Retail Food Code Working Document requires that a permit applicant or permit holder shall submit to the Health District properly prepared plans and specifications for review and approval before:

- (A) The construction of a food establishment;
- (B) The conversion of an existing structure for use as a food establishment; or
- (C) The remodeling of or a change of type of food establishment or food operation.

Please read the following guideline and provide all of the requested information on the attached checklist. Your comments will assist the Health District staff to make an accurate determination of the potential public health risks associated with the proposed food handling procedures. The review of public health risks focuses on the following three areas:

1. What is the potential hazard? This includes the type of food, method of handling and the number of consumers at risk.
2. How effective are the management and control systems?
3. What is the current level of compliance? Factors in this category include compliance with food hygiene safety and structural compliance of the facility.

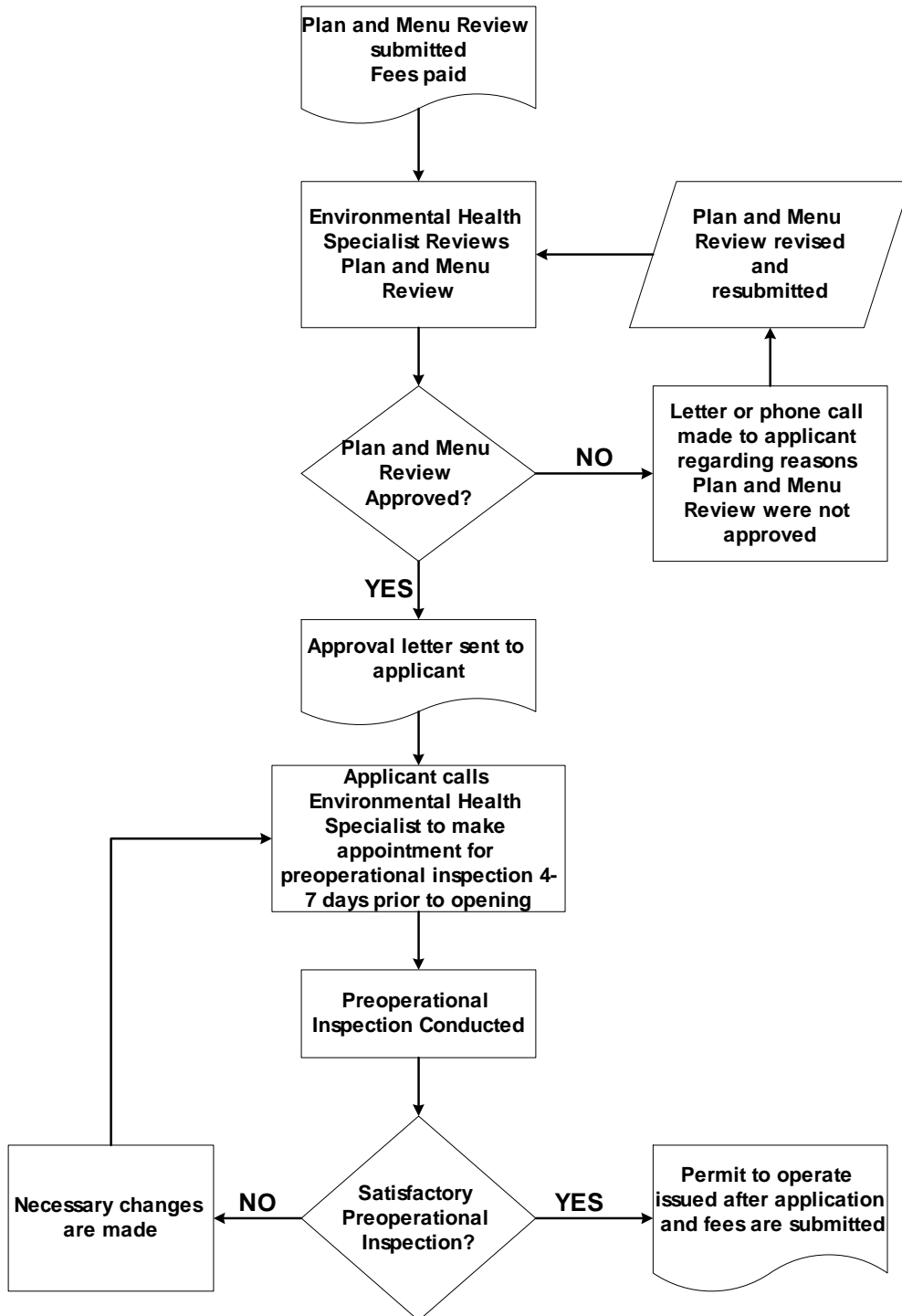
### **Procedure For Plan Approval And Permit Issuance (see flow chart)**

- 1) The food establishment owner submits the Plan and Menu Review for Food Establishments checklist with all requested attachments and the fee.
- 2) The Health District grants approval in writing if the health officer determines the plans are satisfactory, and submits a copy of the approval letter to the appropriate building department. The applicant is given a blank operating permit application form with the applicable fee indicated.
- 3) Approximately one week prior to the desired opening, the food establishment owner requests a preoperational inspection. The permit application and applicable annual permit fees may be submitted at this time or any time prior to opening.
- 4) Prior to operation of the food establishment, the health officer conducts a preoperational inspection to determine conformance with approved plans and compliance with the regulations.
- 5) The food establishment permit is issued after a preoperational inspection finds compliance with the approved plans, the permit application is submitted and applicable fees are paid. The establishment may not open until the permit is issued.

### **Please submit the following items with the Plan & Menu Review for Food Establishments:**

1. Floor plan with plumbing details, location of fixtures and drains. See Part II.
2. Refrigeration units: dimensions, make and model number. See Part VII, F.
3. Written agreements with the owner of toilet facilities shared with other businesses or accessed through other businesses. See Part VII, I & L.
4. Menu or list of foods for sale or service. See Part XII.
5. Raw or undercooked meats, eggs or aquatic foods offered as ready-to-eat. Attach sign or menu label identifying foods as being raw or undercooked. See Part VIII, A.

# Chelan Douglas Health District Flow Chart for Application Approval



6. Packaging of foods that will be sold or distributed at locations other than your food establishment: Attach labels. See Part VIII, B.
7. Reduced Oxygen Packaging: Labels and Hazard Analysis Critical Control Point (HACCP) procedure. See Part VIII, C.
8. Transport/catering: Description of operation and locations of regular delivery. Specifications or description of equipment used before and during transport. Written agreements for central preparation site. See Part IX, A, C, and F.
9. Mobile units: floor plan(s) and location(s)/itinerary of mobile unit and base of operation and/or commissary. Written agreements as they apply. See Part X.

If your plans do not contain all of the information requested on the checklist, they will be returned to you with a correction notice. You will need to resubmit them with the additional information. For any questions, please call 509-886-6450.

**Fees** (The 2010 fees are given below)

**For new or converted structures**, a fee of \$359 is charged at the time the Plan and Menu Review application is submitted. For Small, Large, and Very Large Establishments (see chart below), another separate fee is charged when you apply for the operating permit. For Simple and Minimal Establishments, the \$359 will include the permit fee, so a second fee will not be charged. For Minimal Establishments, a \$89 refund will be sent to you after the permit application is received.

Type	Description	2010 fee schedule		
		Plan & Menu	Permit	Total
Minimal	Pre-packaged food only, or a Bed & Breakfast answering “yes” to all five questions on Part XI.D.	\$180	\$89	\$269
Simple	Menu does not include cooling of potentially hazardous food (except for espresso, pies, nacho cheese), preparation of raw ingredients or handling of ready-to-eat foods except for the cutting of pasteurized cheeses. This category includes grocery stores with specialty departments limited to low risk operations such as meat, fish and bakery departments, and school food program sites limited to serving only.	\$180	\$180	\$360
Small	Menu is more complex than the “simple” category; seating is not provided for more than 100 diners. Includes grocery stores with not more than one higher risk specialty department (produce, delicatessen, specialty restaurant, snack bar, beverage stand); and school kitchens that prepare food for service on-site only.	\$359	\$448	\$807
Large	Complex menu with seating for more than 100 diners; a grocery store with two higher risk specialty departments; a school kitchen sending food to other schools.	\$359	\$718	\$1,077

For Small and Large Establishments, the operating permit fee will be 50% of that shown above if the application is received less than six months prior to the annual renewal date (September 30).

**For changes to the plan or menu of an existing, permitted establishment**, the fee for the Plan & Menu Review will depend upon the establishment’s classification at the time the Plan & Menu Review application is submitted: \$89 for Minimal and Simple Establishments, \$180 for Small and Large Establishments, and for Columbia River Kitchen applications.

### **Agencies you may need to contact:**

The following list is to help you with the necessary steps of opening or remodeling a food establishment. Below is a suggested list of agencies to contact. The list may not be all inclusive. This is an informational list only and you need not return it with the Plan and Menu Review for Food Establishments checklist. There may be other agencies with requirements that apply to your food establishment.

- \_\_\_\_\_ County or City Planning Department
- \_\_\_\_\_ County or City Building Department
- \_\_\_\_\_ Fire Marshal
- \_\_\_\_\_ Wastewater system owner/operator
- \_\_\_\_\_ Water system owner/operator
- \_\_\_\_\_ Washington State Dept. of Labor & Industries (All mobile food units need to contact this agency. The Department of Labor & Industries also conducts electrical inspections.)
- \_\_\_\_\_ Washington State Department of Agriculture
- \_\_\_\_\_ Washington State Liquor Control Board
- \_\_\_\_\_ State and/or Local Business license agency

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## **Sections of Food Code Referenced in Plan and Menu Review**

(The entire Food Code can be found at [www.cdhd.wa.gov](http://www.cdhd.wa.gov))

### **1-201.10 Terms Defined**

- (8.1) **"Catering operation"** means a PERSON contracted to prepare FOOD in an approved FOOD ESTABLISHMENT for final cooking or service at another location.
- (32) **"Food"** means a raw, cooked, or processed edible substance, ice, BEVERAGE, or ingredient used or intended for use or for sale in whole or in part for human consumption, or chewing gum.
- (36) **Food Establishment.**
- (a) **"Food establishment"** means an operation that stores, prepares, packages, serves, vends, or otherwise provides FOOD for human consumption:
    - (i) Such as a restaurant; satellite or catered feeding location; catering operation if the operation provides FOOD directly to a CONSUMER or to a conveyance used to transport people; market; vending location; conveyance used to transport people; institution; or FOOD bank; and
    - (ii) That relinquishes possession of FOOD to a CONSUMER directly, or indirectly through a delivery service such as home delivery of grocery orders or restaurant takeout orders, or delivery service that is provided by common carriers.
  - (b) **"Food establishment"** includes:
    - (i) An element of the operation such as a transportation vehicle or a central preparation facility that supplies a vending location or satellite feeding location *unless the vending or feeding location is PERMITTED by the REGULATORY AUTHORITY*; and
    - (ii) An operation that is conducted in a mobile, stationary, temporary, or permanent facility or location; where consumption is on or off the PREMISES; and regardless of whether there is a charge for the FOOD.
  - (c) **"Food establishment"** does not include:
    - (iii) A FOOD PROCESSING PLANT or other establishment for activities regulated by the Washington State Department of Agriculture or the U.S. Department of Agriculture;
- (44) **"Highly susceptible population"** means PERSONS who are more likely than other people in the general population to experience foodborne disease because they are:
- (i) Immunocompromised; preschool age children, or older adults; and

- (ii) Obtaining FOOD at a facility that provides services such as custodial care, health care, or assisted living, such as a child or adult day care center, kidney dialysis center, hospital or nursing home, or nutritional or socialization services such as a senior center.

**(65) Potentially Hazardous Food.**

- (a) "Potentially hazardous food" means a FOOD that is natural or synthetic and that requires temperature control because it is in a form capable of supporting:
  - (i) The rapid and progressive growth of infectious or toxigenic microorganisms;
  - (ii) The growth and toxin production of *Clostridium botulinum*; or
  - (iii) In raw shell EGGS, the growth of *Salmonella Enteritidis*.
- (b) "Potentially hazardous food" includes an animal FOOD (a FOOD of animal origin) that is raw or heat-treated; a FOOD of plant origin that is heat-treated or consists of raw seed sprouts; cut melons; fresh herb-in-oil mixtures and garlic-in-oil mixtures unless modified in a way that results in mixtures that do not support growth as specified under Subparagraph (a) of this definition.

**2-103.11 PERSON IN CHARGE.** The PERSON IN CHARGE shall ensure that:

(B) PERSONS unnecessary to the FOOD ESTABLISHMENT operation are not allowed in the FOOD preparation, FOOD storage, or WAREWASHING areas, except that brief visits and tours may be authorized by the PERSON IN CHARGE if steps are taken to ensure that exposed FOOD; clean EQUIPMENT, UTENSILS, and LINENS; and unwrapped SINGLE-SERVICE and SINGLE-USE ARTICLES are protected from contamination;

**3-302.11 Packaged and Unpackaged Food - Separation, Packaging, and Segregation.**

(A) FOOD shall be protected from cross contamination by:

- (1) Separating raw animal FOODS during storage, preparation, holding, and display from:
  - (a) Raw READY-TO-EAT FOOD including other raw animal FOOD such as FISH for sushi or MOLLUSCAN SHELLFISH, or other raw READY-TO-EAT FOOD such as vegetables, and
  - (b) Cooked READY-TO-EAT FOOD;
- (2) Except when combined as ingredients, separating types of raw animal FOODS from each other such as beef, FISH, lamb, pork, and POULTRY during storage, preparation, holding, and display by:
  - (a) Using separate EQUIPMENT for each type, or
  - (b) Arranging each type of FOOD in EQUIPMENT so that cross contamination of one type with another is prevented, and
  - (c) Preparing each type of FOOD at different times or in separate areas;
- (3) Cleaning EQUIPMENT and UTENSILS as specified under ¶ 4-602.11(A) and SANITIZING as specified under § 4-703.11;
- (4) Except as specified in ¶ (B) of this section, storing the FOOD in packages, covered containers, or wrappings;
- (5) Cleaning HERMETICALLY SEALED CONTAINERS of FOOD of visible soil before opening;
- (6) Protecting FOOD containers that are received PACKAGED together in a case or overwrap from cuts when the case or overwrap is opened;
- (7) Storing damaged, spoiled, or recalled FOOD being held in the FOOD ESTABLISHMENT as specified under § 6-404.11; and
- (8) Separating fruits and vegetables, before they are washed as specified under ¶ 3-302.15 from READY-TO-EAT FOOD.

**3-304.11 Food Contact with Equipment and Utensils.**

FOOD shall only contact surfaces of EQUIPMENT and UTENSILS that are cleaned as specified under Part 4-6 of this Code and SANITIZED as specified under Part 4-7 of this Code.

**3-305.11 Food Storage. Preventing Contamination from the Premises**

(A) Except as specified in ¶¶ (B) and (C) of this section, FOOD shall be protected from contamination by storing the FOOD:

- (1) In a clean, dry location;
- (2) Where it is not exposed to splash, dust, or other contamination; and
- (3) At least 15 cm (6 inches) above the floor.

(B) FOOD in packages and working containers may be stored less than 15 cm (6 inches) above the floor on case lot handling EQUIPMENT as specified under § 4-204.122.

(C) Pressurized BEVERAGE containers, cased FOOD in waterproof containers such as bottles or cans, and milk containers in plastic crates may be stored on a floor that is clean and not exposed to floor moisture.

**3-305.12 Food Storage, Prohibited Areas.** FOOD may not be stored:

- (A) In locker rooms;
- (B) In toilet rooms;
- (C) In dressing rooms;
- (D) In garbage rooms;
- (E) In mechanical rooms;

- (F) Under sewer lines that are not shielded to intercept potential drips;
- (G) Under leaking water lines, including leaking automatic fire sprinkler heads, or under lines on which water has condensed;
- (H) Under open stairwells; or
- (I) Under other sources of contamination.

### **3-306.12 Condiments, Protection.**

(A) Condiments shall be protected from contamination by being kept in dispensers that are designed to provide protection, protected FOOD displays provided with the proper UTENSILS, original containers designed for dispensing, or individual packages or portions.

### **3-501.16 Potentially Hazardous Food, Hot and Cold Holding.**

(A) Except during active preparation for up to two hours, cooking, or cooling, or when time is used as the public health control as specified in § 3-501.19, and except as specified in ¶ (B) of this section, POTENTIALLY HAZARDOUS FOOD shall be maintained:

- (2) At a temperature specified in the following:
  - (a) 5oC (41oF) or less; or

### **3-502.12 Reduced Oxygen Packaging, Criteria.**

(A) Except for a FOOD ESTABLISHMENT that obtains a VARIANCE as specified under § 3-502.11, a FOOD ESTABLISHMENT that packages FOOD using a REDUCED OXYGEN PACKAGING method and **Clostridium botulinum** is identified as a microbiological HAZARD in the final PACKAGED form shall ensure that there are at least two barriers in place to control the growth and toxin formation of **C. botulinum**.

(B) A FOOD ESTABLISHMENT that packages FOOD using a REDUCED OXYGEN PACKAGING method and **Clostridium botulinum** is identified as a microbiological HAZARD in the final PACKAGED form shall have a HACCP PLAN that contains the information specified under ¶ 8-201.14(D) and that:

- (1) Identifies the FOOD to be PACKAGED;
- (2) Limits the FOOD PACKAGED to a FOOD that does not support the growth of **Clostridium botulinum** because it complies with one of the following:
  - (a) Has an aw of 0.91 or less,
  - (b) Has a pH of 4.6 or less,
  - (c) Is a MEAT or POULTRY product cured at a FOOD PROCESSING PLANT regulated by the USDA using substances specified in 9 CFR 424.21, Use of Food Ingredients and Sources of Radiation, and is received in an intact package, or
  - (d) Is a FOOD with a high level of competing organisms such as raw MEAT or raw POULTRY;
- (3) Specifies methods for maintaining FOOD at 5oC (41oF) or below;
- (4) Describes how the packages shall be prominently and conspicuously labeled on the principal display panel in bold type on a contrasting background, with instructions to:
  - (a) Maintain the FOOD at 5oC (41oF) or below, and
  - (b) For FOOD held at refrigeration temperatures, discard the FOOD if within 14 calendar days of its packaging it is not served for on-PREMISES consumption, or consumed if served or sold for off-PREMISES consumption;
- (5) Limits the refrigerated shelf life to no more than 14 calendar days from packaging to consumption or the original manufacturer's "sell by" or "use by" date, whichever occurs first;
- (6) Includes operational procedures that:
  - (a) Prohibit contacting FOOD with bare hands,
  - (b) Identify a designated area and the method by which:
    - (i) Physical barriers or methods of separation of raw FOODS and READY-TO-EAT FOODS minimize cross contamination, and
    - (ii) Access to the processing EQUIPMENT is limited to responsible trained personnel familiar with the potential HAZARDS of the operation, and
  - (c) Delineate cleaning and SANITIZATION procedures for FOOD-CONTACT SURFACES; and
- (7) Describes the training program that ensures that the individual responsible for the REDUCED OXYGEN PACKAGING operation understands the:
  - (a) Concepts required for a safe operation,
  - (b) EQUIPMENT and facilities, and
  - (c) Procedures specified under Subparagraph (B)(6) of this section and ¶ 8-201.14(D).

(C) Except for FISH that is frozen before, during, and after packaging, a FOOD ESTABLISHMENT may not package FISH using a REDUCED OXYGEN PACKAGING method.

### **3-602.11 Food Labels, Labeling**

(A) FOOD PACKAGED in a FOOD ESTABLISHMENT shall be labeled as specified in LAW, including chapter 69.04 RCW; 21 CFR 101 - Food Labeling; and 9 CFR 317 - Labeling, Marking Devices, and Containers.

(B) Label information shall include:

- (1) The common name of the FOOD, or absent a common name, an adequately descriptive identity statement;

- (2) If made from two or more ingredients, a list of ingredients in descending order of predominance by weight, including a declaration of artificial color or flavor and chemical preservatives, if contained in the FOOD;
  - (3) An accurate declaration of the quantity of contents;
  - (4) The name and place of business of the manufacturer, packer, or distributor; and
  - (5) Except as exempted in the Federal Food, Drug, and Cosmetic Act § 403(Q)(3)-(5), nutrition labeling as specified in 21 CFR 101 - FOOD Labeling and 9 CFR 317 Subpart B Nutrition Labeling.
  - (6) For any salmonid FISH containing canthaxanthin as a COLOR ADDITIVE, the labeling of the bulk FISH container, including a list of ingredients, displayed on the retail container or by other written means, such as a counter card, that discloses the use of canthaxanthin.
- (C) Bulk FOOD that is available for CONSUMER self-dispensing shall be prominently labeled with the following information in plain view of the CONSUMER:
- (1) The manufacturer's or processor's label that was provided with the FOOD; or
  - (2) A card, sign, or other method of notification that includes the information specified under Subparagraphs (B)(1), (2), and (5) of this section.
- (D) Bulk, unPACKAGED FOODS such as bakery products and unPACKAGED FOODS that are portioned to CONSUMER specification need not be labeled if:
- (1) A health, nutrient content, or other claim is not made;
  - (2) There are no state or local LAWS requiring labeling; and
  - (3) The FOOD is manufactured or prepared on the PREMISES of the FOOD ESTABLISHMENT or at another FOOD ESTABLISHMENT or a FOOD PROCESSING PLANT that is owned by the same PERSON and is regulated by the FOOD regulatory agency that has jurisdiction.
- (E) Whenever unpasteurized milk and FOODS containing unpasteurized milk are offered for sale at a FOOD ESTABLISHMENT, except hard or semi-soft raw milk cheeses properly fermented and aged for a minimum of sixty days in compliance with 21 CFR Part 133, the PERMIT HOLDER and PERSON IN CHARGE must ensure that:
- (1) The product is conspicuously labeled "RAW MILK" or "CONTAINS RAW MILK"; and
  - (2) A sign is posted in a conspicuous manner near the product stating: "WARNING: RAW MILK OR FOODS PREPARED FROM RAW MILK MAY BE CONTAMINATED WITH DANGEROUS BACTERIA CAPABLE OF CAUSING SEVERE ILLNESS. CONTACT YOUR LOCAL HEALTH AGENCY FOR ADVICE OR TO REPORT A SUSPECTED ILLNESS."
- (F) The PERMIT HOLDER and PERSON IN CHARGE must ensure that required information contained on FOOD labels is in the English language, except that duplicate labeling in other languages is allowed.

### **3-603.11 Consumption of Animal Foods and Juices of Fruits and Vegetables that are Raw, Undercooked, or Not Otherwise Processed to Eliminate Pathogens.**

Except as specified in ¶ 3-401.11(C) and Subparagraph 3-401.11(D)(3) and under ¶ 3-801.11(D), if an animal FOOD such as beef, EGGS, FISH, lamb, milk, pork, POULTRY, or shellfish or a JUICE of a fruit or vegetable is raw, undercooked, or not otherwise processed to eliminate pathogens and offered in a READY-TO-EAT form as a deli, menu, vended, or other item; or as a raw ingredient in another READY-TO-EAT FOOD, the PERMIT HOLDER shall inform CONSUMERS by brochures, deli case or menu advisories, label statements, table tents, placards, or other effective written means of the significantly increased RISK associated with certain especially vulnerable CONSUMERS eating such FOODS in raw or undercooked form.

### **4-101.11 Characteristics.**

Materials that are used in the construction of UTENSILS and FOOD-CONTACT SURFACES of EQUIPMENT may not allow the migration of deleterious substances or impart colors, odors, or tastes to FOOD and under normal use conditions shall be:

- (A) Safe;
- (B) Durable, CORROSION-RESISTANT, and nonabsorbent;
- (C) Sufficient in weight and thickness to withstand repeated WAREWASHING;
- (D) Finished to have a SMOOTH, EASILY CLEANABLE surface; and
- (E) Resistant to pitting, chipping, crazing, scratching, scoring, distortion, and decomposition.

### **4-101.19 Wood, Use Limitation.**

(A) Except as specified in ¶¶ (B), (C), and (D) of this section, wood and wood wicker may not be used as a FOOD-CONTACT SURFACE.

(B) Hard maple or an equivalently hard, close-grained wood may be used for:

- (1) Cutting boards; cutting blocks; bakers' tables; and UTENSILS such as rolling pins, doughnut dowels, salad bowls, and chopsticks; and
- (2) Wooden paddles used in confectionery operations for pressure scraping kettles when manually preparing confections at a temperature of 110oC (230oF) or above.

(C) Whole, uncut, raw fruits and vegetables, and nuts in the shell may be kept in the wood shipping containers in which they were received, until the fruits, vegetables, or nuts are used.

(D) If the nature of the FOOD requires removal of rinds, peels, husks, or shells before consumption, the whole, uncut, raw FOOD may be kept in:

- (1) Untreated wood containers; or
- (2) Treated wood containers if the containers are treated with a preservative that meets the requirements specified in 21 CFR 178.3800 Preservatives for wood.

#### **4-102.11 Characteristics. Single-Service and Single-Use**

Materials that are used to make SINGLE-SERVICE and SINGLE-USE ARTICLES:

(A) May not:

- (1) Allow the migration of deleterious substances, or
- (2) Impart colors, odors, or tastes to FOOD; and

(B) Shall be:

- (1) Safe, and
- (2) Clean.

#### **4-204.112 Temperature Measuring Devices.**

(A) In a mechanically refrigerated or hot FOOD storage unit, the sensor of a TEMPERATURE MEASURING DEVICE shall be located to measure the air temperature or a simulated product temperature in the warmest part of a mechanically refrigerated unit and in the coolest part of a hot FOOD storage unit.

(B) Except as specified in ¶ (C) of this section, cold or hot holding EQUIPMENT used for POTENTIALLY HAZARDOUS FOOD shall be designed to include and shall be equipped with at least one integral or permanently affixed TEMPERATURE MEASURING DEVICE that is located to allow easy viewing of the device's temperature display.

(D) TEMPERATURE MEASURING DEVICES shall be designed to be easily readable.

#### **4-205.10 Food Equipment, Certification and Classification.**

FOOD EQUIPMENT that is certified or classified for sanitation by an American National Standards Institute (ANSI)-accredited certification program will be deemed to comply with Parts 4-1 and 4-2 of this chapter.

#### **4-301.11 Cooling, Heating, and Holding Capacities.**

EQUIPMENT for cooling and heating FOOD, and holding cold and hot FOOD, shall be sufficient in number and capacity to provide FOOD temperatures as specified under Chapter 3.

#### **4-301.12 Manual Warewashing, Sink Compartment Requirements.**

(A) Except as specified in ¶ (C) of this section, a sink with at least 3 compartments shall be provided for manually washing, rinsing, and SANITIZING EQUIPMENT and UTENSILS.

(B) Sink compartments shall be large enough to accommodate immersion of the largest EQUIPMENT and UTENSILS. If EQUIPMENT or UTENSILS are too large for the WAREWASHING sink, a WAREWASHING machine or alternative EQUIPMENT as specified in ¶ (C) of this section shall be used.

(C) Alternative manual WAREWASHING EQUIPMENT may be used when there are special cleaning needs or constraints and its use is APPROVED. Alternative manual WAREWASHING EQUIPMENT may include:

- (1) High-pressure detergent sprayers;
- (2) Low- or line-pressure spray detergent foamers;
- (3) Other task-specific cleaning EQUIPMENT;
- (4) Brushes or other implements;
- (5) 2-compartment sinks as specified under ¶¶ (D) and (E) of this section; or
- (6) Receptacles that substitute for the compartments of a multicompartment sink.

(D) Before a 2-compartment sink is used:

- (1) The PERMIT HOLDER shall have its use APPROVED; and
- (2) The PERMIT HOLDER shall limit the number of KITCHENWARE items cleaned and SANITIZED in the 2-compartment sink, and shall limit WAREWASHING to batch operations for cleaning KITCHENWARE such as between cutting one type of raw MEAT and another or cleanup at the end of a shift, and shall:
  - (a) Make up the cleaning and SANITIZING solutions immediately before use and drain them immediately after use, and
  - (b) Use a detergent-SANITIZER to SANITIZE and apply the detergent-SANITIZER in accordance with the manufacturer's label instructions and as specified under § 4-501.115, or
  - (c) Use a hot water SANITIZATION immersion step as specified under ¶ 4-603.16(C).

(E) A 2-compartment sink may not be used for WAREWASHING operations where cleaning and SANITIZING solutions are used for a continuous or intermittent flow of KITCHENWARE or TABLEWARE in an ongoing WAREWASHING process.

#### **4-301.13 Drainboards.**

Drainboards, UTENSIL racks, or tables large enough to accommodate all soiled and cleaned items that may accumulate during hours of operation shall be provided for necessary UTENSIL holding before cleaning and after SANITIZING.



#### **4-301.16 Designated Food Preparation Sinks.**

FOOD ESTABLISHMENTS must have designated FOOD preparation sinks that are:

- (A) Sufficient in number and size to wash, soak, rinse, drain, cool, thaw, or otherwise process any FOOD that requires placement in a sink;
- (B) Appropriate for the menu, method of FOOD preparation, and volume of FOOD prepared; and
- (C) Not used for handwashing, UTENSIL washing, or other activities that could contaminate FOOD.

#### **4-302.12 Food Temperature Measuring Devices.**

- (A) FOOD TEMPERATURE MEASURING DEVICES shall be provided and readily accessible for use in ensuring attainment and maintenance of FOOD temperatures as specified under Chapter 3.
- (B) A TEMPERATURE MEASURING DEVICE with a suitable small-diameter probe that is designed to measure the temperature of thin masses shall be provided and readily accessible to accurately measure the temperature in thin FOODS such as MEAT patties and FISH filets.

#### **4-401.11 Equipment, Clothes Washers and Dryers, and Storage Cabinets, Contamination Prevention.**

(A) Except as specified in ¶ (B) of this section, EQUIPMENT, a cabinet used for the storage of FOOD, or a cabinet that is used to store cleaned and SANITIZED EQUIPMENT, UTENSILS, laundered LINENS, and SINGLESERVICE and SINGLE-USE ARTICLES may not be located:

- (1) In locker rooms;
  - (2) In toilet rooms;
  - (3) In garbage rooms;
  - (4) In mechanical rooms;
  - (5) Under sewer lines that are not shielded to intercept potential drips;
  - (6) Under leaking water lines including leaking automatic fire sprinkler heads or under lines on which water has condensed;
  - (7) Under open stairwells; or
  - (8) Under other sources of contamination.
- (B) A storage cabinet used for LINENS or SINGLE-SERVICE or SINGLE-USE ARTICLES may be stored in a locker room.
- (C) If a mechanical clothes washer or dryer is provided, it shall be located so that the washer or dryer is protected from contamination and only where there is no exposed FOOD; clean EQUIPMENT, UTENSILS, and LINENS; and unwrapped SINGLE-SERVICE and SINGLE-USE ARTICLES.

#### **4-603.15 Washing, Procedures for Alternative Manual Warewashing Equipment.**

If washing in sink compartments or a WAREWASHING machine is impractical such as when the EQUIPMENT is fixed or the UTENSILS are too large, washing shall be done by using alternative manual WAREWASHING EQUIPMENT as specified in ¶ 4-301.12(C) in accordance with the following procedures:

- (A) EQUIPMENT shall be disassembled as necessary to allow access of the detergent solution to all parts;
- (B) EQUIPMENT components and UTENSILS shall be scrapped or rough cleaned to remove FOOD particle accumulation; and
- (C) EQUIPMENT and UTENSILS shall be washed as specified under ¶ 4-603.14(A).

#### **4-603.16 Rinsing Procedures.**

Washed UTENSILS and EQUIPMENT shall be rinsed so that abrasives are removed and cleaning chemicals are removed or diluted through the use of water or a detergent-SANITIZER solution by using one of the following procedures:

- (A) Use of a distinct, separate water rinse after washing and before SANITIZING if using:
  - (1) A 3-compartment sink,
  - (2) Alternative manual WAREWASHING EQUIPMENT equivalent to a 3-compartment sink as specified in ¶ 4-301.12(C), or
  - (3) A 3-step washing, rinsing, and SANITIZING procedure in a WAREWASHING system for CIP EQUIPMENT;
- (B) Use of a detergent-SANITIZER as specified under § 4-501.115 if using:
  - (1) Alternative WAREWASHING EQUIPMENT as specified in ¶ 4-301.12(C) that is APPROVED for use with a detergent-SANITIZER, or
  - (2) A WAREWASHING system for CIP EQUIPMENT;
- (C) Use of a nondistinct water rinse that is integrated in the hot water SANITIZATION immersion step of a 2-compartment sink operation;
- (D) If using a WAREWASHING machine that does not recycle the SANITIZING solution as specified under ¶ (E) of this section, or alternative manual WAREWASHING EQUIPMENT such as sprayers, use of a nondistinct water rinse that is:
  - (1) Integrated in the application of the SANITIZING solution, and
  - (2) Wasted immediately after each application; or
- (E) If using a WAREWASHING machine that recycles the SANITIZING solution for use in the next wash cycle, use of a nondistinct water rinse that is integrated in the application of the SANITIZING solution.

#### **4-903.12 Prohibitions.**

(A) Except as specified in ¶ (B) of this section, cleaned and SANITIZED EQUIPMENT, UTENSILS, laundered LINENS, and SINGLE-SERVICE and SINGLE-USE ARTICLES may not be stored:

- (1) In locker rooms;
- (2) In toilet rooms;
- (3) In garbage rooms;
- (4) In mechanical rooms;
- (5) Under sewer lines that are not shielded to intercept potential drips;
- (6) Under leaking water lines including leaking automatic fire sprinkler heads or under lines on which water has condensed;
- (7) Under open stairwells; or
- (8) Under other sources of contamination.

(B) Laundered LINENS and SINGLE-SERVICE and SINGLE-USE ARTICLES that are PACKAGED or in a facility such as a cabinet may be stored in a locker room.

#### **5-202.12 Handwashing Facility, Installation.**

(A) A handwashing lavatory shall be equipped to provide water at a temperature of at least 38oC (100oF) through a mixing valve or combination faucet.

(B) A steam mixing valve may not be used at a handwashing lavatory.

(C) A self-closing, slow-closing, or metering faucet shall provide a flow of water for at least 15 seconds without the need to reactivate the faucet.

(D) An automatic handwashing facility shall be installed in accordance with manufacturer's instructions.

(E) Handwashing sinks in FOOD ESTABLISHMENTS must be adequately sized to allow a FOOD EMPLOYEE to wash both hands simultaneously.

#### **5-203.12 Employee Restrooms Customer Restrooms Employee/Customer Shared Restrooms**

(B) The FOOD ESTABLISHMENT PERMIT HOLDER must ensure that toilet rooms are conveniently located within two hundred feet of the FOOD ESTABLISHMENT and accessible to EMPLOYEES during all hours of operation.

(C) The FOOD ESTABLISHMENT PERMIT HOLDER must ensure that toilet rooms are conveniently located and accessible to patrons during all hours of operation if:

- (8) The establishment has customer seating for on-PREMISES consumption; and
- (9) The establishment was constructed or extensively remodeled after May 1, 1992.

(D) Toilet rooms in FOOD ESTABLISHMENTS may be used jointly by patrons and EMPLOYEES, provided patrons accessing the toilet rooms are excluded from FOOD PREPARATION areas and unPACKAGED FOOD storage areas.

#### **5-203.13 Service Sink.**

At least 1 service sink or 1 curbed cleaning facility equipped with a floor drain shall be provided and conveniently located for the cleaning of mops or similar wet floor cleaning tools and for the disposal of mop water and similar liquid waste.

#### **5-203.15 Backflow Prevention Device, Carbonator.**

(A) If not provided with an air gap as specified under § 5-202.13, a double check valve with an intermediate vent preceded by a screen of not less than 100 mesh to 25.4mm (100 mesh to 1 inch) shall be installed upstream from a carbonating device and downstream from any copper in the water supply line.

(B) A single or double check valve attached to the carbonator need not be of the vented type if an air gap or vented backflow prevention device has been otherwise provided as specified under ¶ (A) of this section.

#### **5-204.11 Handwashing Facilities. Location and Placement** A handwashing facility shall be located:

- (A) To allow convenient use by EMPLOYEES in FOOD preparation, FOOD dispensing, and WAREWASHING areas; and
- (B) In, or immediately adjacent to, toilet rooms.

#### **5-205.11 Using a Handwashing Facility. Operation and Maintenance**

(A) A handwashing facility shall be maintained so that it is accessible at all times for EMPLOYEE use.

(B) A handwashing facility may not be used for purposes other than handwashing.

(C) An automatic handwashing facility shall be used in accordance with manufacturer's instructions.

#### **5-402.11 Backflow Prevention.**

(A) Except as specified in ¶¶ (B) and (C) of this section, a direct connection may not exist between the SEWAGE system and a drain originating from EQUIPMENT in which FOOD, portable EQUIPMENT, or UTENSILS are placed.

(B) If allowed by LAW, a WAREWASHING machine may have a direct connection between its waste outlet and a floor drain when the machine is located within 1.5 m (5 feet) of a trapped floor drain and the machine outlet is connected to the inlet side of a properly vented floor drain trap.

(C) If allowed by LAW, a WAREWASHING or culinary sink may have a direct connection.

#### **5-501.13 Receptacles.**

(A) Except as specified in ¶ (B) of this section, receptacles and waste handling units for REFUSE, recyclables, and returnables and for use with materials containing FOOD residue shall be durable, cleanable, insect- and rodent-resistant, leakproof, and nonabsorbent.

(B) Plastic bags and wet strength paper bags may be used to line receptacles for storage inside the FOOD ESTABLISHMENT, or within closed outside receptacles.

#### **5-501.15 Outside Receptacles.**

(A) Receptacles and waste handling units for REFUSE, recyclables, and returnables used with materials containing FOOD residue and used outside the FOOD ESTABLISHMENT shall be designed and constructed to have tight-fitting lids, doors, or covers.

(B) Receptacles and waste handling units for REFUSE and recyclables such as an on-site compactor shall be installed so that accumulation of debris and insect and rodent attraction and harborage are minimized and effective cleaning is facilitated around and, if the unit is not installed flush with the base pad, under the unit.

#### **6-101.11 Surface Characteristics.**

(A) Except as specified in ¶ (B) of this section, materials for indoor floor, wall, and ceiling surfaces under conditions of normal use shall be:

- (1) SMOOTH, durable, and EASILY CLEANABLE for areas where FOOD ESTABLISHMENT operations are conducted;
- (2) Closely woven and EASILY CLEANABLE carpet for carpeted areas; and
- (3) Nonabsorbent for areas subject to moisture such as FOOD preparation areas, walk-in refrigerators, WAREWASHING areas, toilet rooms, MOBILE FOOD ESTABLISHMENT SERVICING AREAS, and areas subject to flushing or spray cleaning methods.

#### **6-202.11 Light Bulbs, Protective Shielding.**

(A) Except as specified in ¶ (B) of this section, light bulbs shall be shielded, coated, or otherwise shatter resistant in areas where there is exposed FOOD; clean EQUIPMENT, UTENSILS, and LINENS; or unwrapped SINGLE-SERVICE and SINGLE-USE ARTICLES.

(B) Shielded, coated, or otherwise shatter-resistant bulbs need not be used in areas used only for storing FOOD in unopened packages, if:

- (1) The integrity of the packages can not be affected by broken glass falling onto them; and
- (2) The packages are capable of being cleaned of debris from broken bulbs before the packages are opened.

(C) An infrared or other heat lamp shall be protected against breakage by a shield surrounding and extending beyond the bulb so that only the face of the bulb is exposed.

#### **6-202.111 Private Homes and Living or Sleeping Quarters, Use Prohibition.**

A private home, a room used as living or sleeping quarters, or an area directly opening into a room used as living or sleeping quarters may not be used for conducting FOOD ESTABLISHMENT operations.

#### **6-202.112 Living or Sleeping Quarters, Separation.**

Living or sleeping quarters located on the PREMISES of a FOOD ESTABLISHMENT such as those provided for lodging registration clerks or resident managers shall be separated from rooms and areas used for FOOD ESTABLISHMENT operations by complete partitioning and solid self-closing doors.

#### **6-301.11 Handwashing Cleanser, Availability.**

Each handwashing lavatory or group of 2 adjacent lavatories shall be provided with a supply of hand cleaning liquid, powder, or bar soap.

#### **6-301.12 Hand Drying Provision.**

Each handwashing lavatory or group of adjacent lavatories shall be provided with:

- (A) Individual, disposable towels;
- (B) A continuous towel system that supplies the user with a clean towel; or
- (C) A heated-air hand drying device.

#### **6-305.11 Designation.**

(A) Dressing rooms or dressing areas shall be designated if EMPLOYEES routinely change their clothes in the establishment.

(B) Lockers or other suitable facilities shall be provided for the orderly storage of EMPLOYEES' clothing and other possessions.

**6-501.111 Controlling Pests.**

The presence of insects, rodents, and other pests shall be controlled to minimize their presence on the PREMISES by:

- (A) Routinely inspecting incoming shipments of FOOD and supplies;
- (B) Routinely inspecting the PREMISES for evidence of pests;
- (C) Using methods, if pests are found, such as trapping devices or other means of pest control as specified under §§ 7-202.12, 7-206.12, and 7-206.13; and
- (D) Eliminating harborage conditions.

**7-201.11 Separation.**

POISONOUS OR TOXIC MATERIALS shall be stored so they can not contaminate FOOD, EQUIPMENT, UTENSILS, LINENS, and SINGLE-SERVICE and SINGLE-USE ARTICLES by:

- (A) Separating the POISONOUS OR TOXIC MATERIALS by spacing or partitioning; and
- (B) Locating the POISONOUS OR TOXIC MATERIALS in an area that is not above FOOD, EQUIPMENT, UTENSILS, LINENS, and SINGLE-SERVICE or SINGLE-USE ARTICLES. This paragraph does not apply to EQUIPMENT and UTENSIL cleaners and SANITIZERS that are stored in WAREWASHING areas for availability and convenience if the materials are stored to prevent contamination of FOOD, EQUIPMENT, UTENSILS, LINENS, and SINGLE-SERVICE and SINGLE-USE ARTICLES.

**7-207.11 Restriction and Storage.**

(A) Only those medicines that are necessary for the health of EMPLOYEES shall be allowed in a FOOD ESTABLISHMENT. This section does not apply to medicines that are stored or displayed for retail sale.

(B) Medicines that are in a FOOD ESTABLISHMENT for the EMPLOYEES' use shall be labeled as specified under § 7-101.11 and located to prevent the contamination of FOOD, EQUIPMENT, UTENSILS, LINENS, and SINGLE-SERVICE and SINGLE-USE ARTICLES.

**7-208.11 Storage. First Aid Supplies** First aid supplies that are in a FOOD ESTABLISHMENT for the EMPLOYEES' use shall be:

- (A) Labeled as specified under § 7-101.11; and
- (B) Stored in a kit or a container that is located to prevent the contamination of FOOD, EQUIPMENT, UTENSILS, and LINENS, and SINGLE-SERVICE and SINGLE-USE ARTICLES.

**7-209.11 Storage.**

Except as specified under §§ 7-207.12 and 7-208.11, EMPLOYEES shall store their PERSONAL CARE ITEMS in facilities as specified under ¶ 6-305.11(B).

**8-201.12 Contents of the Plans and Specifications.**

The plans and specifications for a FOOD ESTABLISHMENT, including a FOOD ESTABLISHMENT specified under § 8-201.13, shall include, as required by the REGULATORY AUTHORITY based on the type of operation, type of FOOD preparation, and FOODS prepared, the following information to demonstrate conformance with Code provisions:

- (C) Proposed layout, mechanical schematics, construction materials, and finish schedules;

**9-102.12 Plan Contents.**

The owner of a MOBILE FOOD UNIT must include in the plan required by § 9-102.11:

- (A) Menu and FOOD preparation steps;
- (B) Floor plan;
- (C) EQUIPMENT specifications and location;
- (D) Finish schedule;
- (E) Proposed itinerary or sites to be served;
- (F) Source of water and specifications of the on-board plumbing;
- (G) Site used for SEWAGE disposal;
- (H) Availability of restrooms for EMPLOYEES;
- (I) Operating procedures; and
- (J) Cleaning schedule.

**9-103.11 Standard Operating Procedures.**

The PERSON IN CHARGE of a MOBILE FOOD UNIT must ensure:

- (A) Only EMPLOYEES and other PERSONS authorized by the REGULATORY AUTHORITY are present in the MOBILE FOOD UNIT;
- (B) All EMPLOYEES are in compliance with the provisions of chapter 69.06 RCW and chapter 246-217 WAC for obtaining and renewing valid FOOD WORKER CARDS, unless all FOODS are prePACKAGED and are nonPOTENTIALLY HAZARDOUS;
- (C) All FOODS, including ice, are from an APPROVED source or COMMISSARY;

- (D) POTENTIALLY HAZARDOUS FOODS prepared on the MOBILE FOOD UNIT are served the same day that they are prepared;
- (E) PrePACKAGED FOODs are properly labeled;
- (F) Only SINGLE-SERVICE ARTICLES are provided for use by the customer; and
- (G) Condiments not in individual packages are provided in dispenser bottles or in other containers protected from contamination.

#### **9-104.11 Temperature Control**

The PERSON IN CHARGE of a MOBILE FOOD UNIT must ensure that POTENTIALLY HAZARDOUS FOODS are:

- (A) Not cooled on the MOBILE FOOD UNIT;
- (B) Properly temperature-controlled during transport to the place of service;
- (C) Temperature-monitored by use of a stem-type thermometer or thermocouple capable of measuring all proper FOOD temperatures;
- (D) Reheated, for hot holding, from 45°F to 165°F or above within one hour on the MOBILE FOOD UNIT when the FOODs were cooked and cooled in an APPROVED nonmobile FOOD ESTABLISHMENT;
- (E) Reheated, for hot holding, from 45°F to 140°F or above within one hour on the MOBILE FOOD UNIT when the FOODS were produced in a FOOD PROCESSING PLANT;
- (F) Reheated no more than one time; and
- (G) Held in preheated mechanical hot holding EQUIPMENT or prechilled mechanical cold holding EQUIPMENT, or otherwise temperature controlled by an APPROVED method.

#### **9-104.12 Cooking Raw Meats.**

The PERSON IN CHARGE must ensure that raw MEATS greater than one inch in thickness are not cooked on the MOBILE FOOD UNIT, unless otherwise APPROVED.

#### **9-105.11 Water System.**

The PERSON IN CHARGE must ensure that the water system on the MOBILE FOOD UNIT:

- (A) Is supplied from an APPROVED source of water;
- (B) Is designed and constructed in an APPROVED manner;
- (C) Is filled from the APPROVED water source through a FOOD-grade hose;
- (D) Is refilled as frequently as necessary to furnish enough hot and cold water for handwashing, FOOD preparation, UTENSIL cleaning, SANITIZING, and facility cleaning, on the MOBILE FOOD UNIT;
- (E) Has a water supply tank with a minimum capacity of five gallons for handwashing;
- (F) Stores liquid waste in a wastewater retention tank with at least fifteen percent more capacity than the water supply tank; and
- (G) Retains wastewater on the MOBILE FOOD UNIT until disposed of by an APPROVED method.

#### **9-108.11 Warewashing Facilities.**

- (A) A three-compartment sink is available on the MOBILE FOOD UNIT with potable hot and cold running water to wash, rinse, and SANITIZE UTENSILS when UTENSILS are reused on the MOBILE FOOD UNIT; except
- (B) This requirement may be waived or modified by the REGULATORY AUTHORITY when:
  - (1) Limited FOOD preparation occurs; or
  - (2) Additional clean UTENSILS are available and UTENSIL washing takes place at an APPROVED COMMISSARY or SERVICING AREA.

#### **9-109.11 Business Name.**

The PERMIT HOLDER must provide the REGULATORY AUTHORITY a designated business name and ensure that name is posted on the MOBILE FOOD UNIT in a manner easily visible to customers during operation.

#### **9-301.11 Requirements and Restrictions.**

- (A) The PERMIT HOLDER and PERSON IN CHARGE of a BED AND BREAKFAST OPERATION must comply with the requirements of this Code, except as otherwise provided in this section.
- (B) The REGULATORY AUTHORITY may impose additional requirements to protect against health HAZARDS related to the FOOD service portion of a BED AND BREAKFAST OPERATION.
- (C) FOOD may be handled in the residential kitchen of a BED AND BREAKFAST OPERATION without meeting the provisions of FOOD CODE sections 2-301.15, 4-202.15, 4-202.16, 4-202.17, 4-203.13, 4-204.12, 4-204.16, 4-204.113, 4-204.115, 4-204.118, 4-204.120, 4-301.14, 4-302.13, 4-302.14, 4-402.11, 4-402.12, 4-501.11, 4-501.13, 4-501.16, 4-501.110, 4-501.112, 4-501.113, 4-501.116, 4-602.12, 4-703.11, 4-904.13, 5-203.13; parts 4-8 and 5-5; and chapters 6 and 7, if:
  - (1) The number of guest bedrooms does not exceed eight;
  - (2) FOOD service is limited to overnight guests;
  - (3) Breakfast is the only meal prepared; however, non POTENTIALLY HAZARDOUS baked goods may be prepared and served at any time of the day;

- (4) POTENTIALLY HAZARDOUS FOODS are prepared for IMMEDIATE SERVICE only; and
- (5) POTENTIALLY HAZARDOUS FOODS are not cooled for later reheating.
- (D) If FOOD service is provided in a BED AND BREAKFAST OPERATION other than under the conditions of Paragraph (C) of this section, all FOODS must be prepared in an APPROVED nonresidential kitchen meeting the requirements of this Code.

**9-302.11 Standard Operating Procedures.**

The PERSON IN CHARGE of a BED AND BREAKFAST OPERATION must ensure:

- (A) FOOD supplies for personal use are separated from FOOD supplies intended for guest use;
- (B) FOOD-CONTACT SURFACES are thoroughly cleaned before each use;
- (C) A sink for handwashing is accessible and conveniently located for use by FOOD EMPLOYEES during all times FOOD is prepared for BED AND BREAKFAST guests;
- (D) Each sink used for handwashing is provided with a supply of hand soap and SINGLE-USE towels or other APPROVED hand-drying device;
- (E) REFUSE, recyclables, and returnables are stored in a manner that does not create a public health HAZARD or nuisance;
- (F) The PREMISES are maintained to control insects, rodents, and other pests;
- (G) Children under age ten and animals are kept out of FOOD preparation areas during all times FOOD is prepared for BED AND BREAKFAST guests; and
- (H) Toxic chemicals are stored in accurately labeled containers away from all FOODS and FOOD service supplies.

**9-303.11 Sink Compartment Requirements.**

The kitchen of a BED AND BREAKFAST OPERATION must have at least the following facilities for cleaning and SANITIZING FOOD contact UTENSILS and EQUIPMENT and to allow handwashing in a separate sink basin from one used for FOOD preparation:

- (A) A three-compartment sink; or
- (B) Two sink basins plus a home-style dishwasher with a SANITIZING cycle providing 155°F or hotter water.